

**Dodge County, State of Wisconsin
Information Technology
Wednesday, November 9, 2016**

Minutes of the November 9, 2016 Information Technology meeting held in the Dodge County Administration Building, in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 6:00 PM.

Members Present: Maly, Duchac, J. Bobholz, Bartsch, M. Bobholz

Members Excused: None

Also Present: Ruth M. Otto, Director of Information Technology; James Mielke, County Administrator

Meeting called to order at 6:00 PM by Supervisor Maly.

Supervisor Maly acknowledges that sufficient members of the Information Technology Committee are present and therefore there is a quorum at start of meeting.

Supervisor Maly confirms compliance with open meetings law following brief posting report by IT Director.

Motion by M. Bobholz, seconded by Bartsch, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Public Comments

Committee Member reports – Duchac reported to the committee a positive comment received from Jane Hooper in regards to how Kevin Nakielski has been handling their RFP for a new system. She also mentioned that when she gave Kevin directly this positive feedback he immediately contributed it to Ruth Otto as she gives him the latitude to do his job so well.

Motion by Duchac, seconded by J. Bobholz to approve minutes from October 19, 2016 of the Information Technology Committee meeting. Motion carried. Maly abstained.

Susie Mueller took some time showing the committee where the County website upgrade is, showing glimpses of the new screens and how the drop downs will work. She also shared with the committee the project schedule and the anticipation of go-live being January 23, 2017.

Discussion was had on the request for out of state travel for Josh Kohlhoff to attend a free Microsoft conference. The cost would be one night hotel stay as this is a two day event and mileage, all of which is in the 2017 budget. No one felt there was any issue with this request and a motion was made by Duchac, seconded by M. Bobholz to approve the request. Motion carried.

Under the IT Director's report the following were summarized and reviewed:

- Phone Replacements – in 2015 all phones which had a primary owner were replaced. In 2016 all general phones as well as receptionist phones will be replaced. The purpose of the replacement is due to the end of life and end of support for the existing phones, many which have had switch hook issues for years.
- GCS – Permitting is remaining for the implementation of GCS. Additional training was provided to treasurers in the County who needed a refresher for the tax season.
- ERP status – The To-Be documents were presented to the County via a PowerPoint presentation. The presentation went well. Requirements will be the next area to be worked on.
- NetSmart – Testing is continuing on the State Report and completion of the rate set up. It is still planned to go live early spring 2017.
- Unitrends refund – We purchased a cloud service for our backup archives and the product has not worked since it was purchased in February. Many hours were spent to make the product work as anticipated and it could not happen so a refund was requested. After several months it has finally been received. It is hopeful to see the refund go towards a MailArchiva replacement, Veritas Enterprise Vault. The email archiving product we have is for smaller organizations and we have outgrown it. A demo and then references will be sought.
- Secured Electronics – The project is moving forward. Pod H and Pod D are now live, using both systems. Pod C will be next before the holiday break.
- A copy of the most recent activity of the help desk was delivered. The tickets are at a very reasonable number and they are closed within days.


Action was taken on the following:

- Duo Security

Motion was made by Duchac, seconded by M. Bobholz to approve the payment of maintenance for \$2,754 for a 2017 budget item. Motion carried.

Suggested next committee meeting date: Wednesday, December 14th at 6:00 PM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Supervisor Maly at 6:50PM.



Janice Bobholz, Secretary

12-14-16

Date